

**PROVIDENCE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING: Thursday, June 23, 2016; 5:00 p.m.**

40 Laurel Hill Avenue	Training Room	Providence, RI 02908
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CALL TO ORDER

Chairman Retsinas called the meeting to order at 5:02 p.m.

ROLL CALL

Present:

Nicolas Retsinas
Thomas Ryan
Dolores Cascella
Jessica Cigna
Roger Giraud
Ricardo Patino
Hilary Silver
Gilberta 'JT' Taylor
Dorothy Waters

Absent:

Mary Kay Harris
John Igliozi

Nine members were present constituting a quorum to conduct business.

APPROVAL OF MINUTES

Chairman Retsinas asked for a motion to accept and approve the annual meeting minutes of 5/23/16. The motion was made by Commissioner Cigna, seconded by Commissioner Taylor. The minutes were approved with a unanimous voice vote.

RESIDENT'S COMMENTS

None

CHAIRMAN'S REPORT

The Chairman thanked Vice Chair Thomas Ryan for his leadership at the June 23, 2016 board meeting, Commissioner Cigna with the AD HOC Committee and Deputy Executive Director, Melissa Sanzaro for stepping in for the Executive Director, Paul Tavares.

EXECUTIVE DIRECTOR'S REPORT

Chairman Retsinas asked Deputy Executive Director, Melissa Sanzaro to present the Executive Director's report. Melissa stated the summer months have proved to be challenging with shootings in the family developments of Chad Brown and Admiral Terrace. On June 18, Hartford Park experienced a shooting, which a 24-year-old man was shot and later died. This incident is still under investigation. It is important to know that neither the victim nor the shooter were PHA residents and the cameras in the areas played a major part in both investigations. The PHA security department is working closely with the Providence Police Department and working with public housing unit and management to establish safety communities. Resident Services is working to promote summer camps to keep the youth busy.

Melissa reported the Dominica Manor Parking Pilot program is working out well, however, we are continuing to evaluate and monitor to replication purposes. Commissioner Cascella commented there are still cars parking in the lot that do not live on site.

Union negotiations are still ongoing with the Carpenter's Union.

Melissa stated Rhode Island Laborer's District Counsel on behalf of Local 1217 for Security Guards has petitioned the RI State Labor Relations to organize and certify our ten currently non-union full-time Security Guards as union employees. Should this come to fruition it would be a new and separate bargaining unit and would require negotiations of a new and separate labor contract creating five unions at the PHA.

As for the Barbra Jordan II Relocation Project, the issuance of tenant protection vouchers continues to move smoothly. As of June 21, all 33 vouchers have been issued; 29 have leased new units; three are pending inspection and one still has not found a unit.

Melissa stated the PHA Joint Wait List project collaboration with the PHA and RI Housing has been prompted by HUD to revise their annual plans to reflect any updates or changes in their Section 8 Admin Plan. On June 13, the PHA publically displayed their annual plan, which will continue for 45 days for public comment. A late summer or early fall opening is anticipated.

The Deputy Director also stated admission-screening criteria with respect to criminal background checks are still underway. The PHA met with the Department of Corrections and Theresa Foley, the head of Reentry Services in order to initiate improvements and creation of systems that aim to promote reentry and reunification conditions. We are looking to involve other housing agencies in hopes of a statewide initiative.

On June 13, the PHA submitted an application for the Jobs Plus Initiative Grant in the amount of \$3,000,000. To review, the JPP will integrate three core components; increasing employment related services, financial services with an earned income disregard and increase community supports for work in both Hartford Park and Manton Heights developments. The PHA and partners, Boys & Girls Club, Family Services of Rhode Island, Children's Friends, Building Future, Genesis Center, CCAP and the City of Providence through the grant application raised in-kind matching fund commitments for \$866,000. A very strong MOU was submitted with WorkForce Solutions of Providence and Cranston.

Chairman Retsinas asked Commissioner Giraud to hold his Budget and Finance report to the end of the meeting to coordinate with the presentation of the budget report.

Budget & Finance: Commissioner Giraud commented the monthly report states the fiscal year is now 92% complete. The numbers are consistent with previous months and trends with slightly higher revenues and expenses on a per unit basis, which is being monitored. The proposed FY2017 operating budget highlights presented to the board are consistent with projections in terms of proration, expenses, trends and revenue. Commissioner Giraud stated a motion was passed at the finance committee meeting that the board accept the FY2017 budget as presented.

Resident Services: Commissioner Silver congratulated the team with the Jobs Plus Program grant. A \$17,000 grant from the HUD Housing Counseling Grant has been awarded to PHA; The Onlyville Community Fund received a \$14,000 grant for Financial Opportunities Services in Manton Heights and exercise equipment for Parenti Villa. Summer programs are about to commence. The Father's Day events were successful. Commission Silver thanked Facilities Management for clearing out the park for a field day event. The City of Providence will be

distributing a free federal lunch program for on –site free lunch. The Boys and Girls Club will be starting their programs on site with free child-care.

Capital Improvements: Commissioner Cascella commented the PHA has been awarded a \$25,000 CDBG Grant from the City of Providence to install two new hot water boilers at Manton Heights; additional costs of the project will be paid through Capital Funds. The second elevator at Carroll Towers is fully modernized and at the time of this report, we were waiting for the State to inspect it before putting it into full service. Plans are being explored to vinyl side and paint several buildings at Hartford Park. Three new LED exterior light fixtures were installed to light up the area behind 18 Bodell Avenue at Hartford Park; this was a request from the PHA Security Unit and Providence Police Dept.

AD HOC Committee:

Chairman Retsinas commented at the June 23 meeting the board decided to set up an AD HOC Committee to monitor the waiting list program. Vice Chairman Ryan stated the committee wanted to ensure the continuation of preferences for the wait list. Therefore, Resolution #4243 Amendment of the Section 8 Administrative Plan was recommended by the board for the Chair to retain the AD HOC Committee to review the homeless and working family's preferences. Chairman Retsinas stated he would convene a meeting of the AD HOC Committee prior to the July 28, 2016 board meeting to report to the board.

RESOLUTIONS:

#4245 – Resolution Approving FY2017 Operating Budget

OLD BUSINESS

None

NEW BUSINESS

In keeping with the monthly presentations, Chairman Retsinas asked the Deputy Executive Director Melissa Sanzaro introduce Linda Poole, Director of Finance and Douglas Walker, Association Director of Finance. Melissa commended the finance department for their hard work in preparing the budget and their commitment throughout the year. Melissa briefly explained the subject matter of the presentation and introduced Linda and Doug.

Linda and Doug discussed the FY2017 Authority Wide Operating Budget covering revenue and expenses, Multi-Year comparisons and Budget Performance for AMP's, COCC and Section 8. Chairman Retsinas inquired how we compare to other housing authorities with our revenue and operating expenses and why 2016 is over budget on expenses. Doug explained referring to our revenue and expenses, we do not have any immediate authorities to compare ourselves to due to our size, but he will research the information and report to the board. As for 2016 being over budget, he explained we do not have the systems and tools in place to affirmatively budget. Programs are being developed to better manage expenditures to budget. Linda commented some expenses are no longer allowed in CFP. Therefore, they have been placed in areas of maintenance, which could possibly be the result of over expenditures.

After the presentation Chairman Retsinas accepted a motion from Commissioner Giraud for the board to accept the FY2017 Budget, Commissioner Patino seconded. The motion unanimously passed with a voice vote.

Executive Session

None

ADJOURNMENT

There being no further business, Chairman Retsinas accepted a motion to adjourn from Commissioner Silver, seconded by Commissioner Patino. Said motion passed with a unanimous voice vote.

The meeting adjourned at 5:49 p.m.

Minutes Submitted and Approved By:

Lisa Cancelliere
Recording Secretary

Melissa Sanzaro
Deputy Executive Director